

FAUQUIER COUNTY AIRPORT COMMITTEE

MEETING SUMMARY

REGULAR MEETING

Monday, August 1, 2005 – 5:30 p.m.
Warrenton-Fauquier Airport Conference Room

1. Call to Order:

The Chairman called the meeting of the Fauquier County Airport Committee to order at 5:35 p.m. on 01 August 2005 in the Warrenton-Fauquier Airport Conference Room, Midland, Virginia. In attendance were:

Committee (Voting) Members:

James W. Van Luven	Center District Representative
Frank Rader	Lee District Representative
Willis P. Risdon	Citizen at Large
Arthur Nash	Marshall District Representative
Dennis Hunsberger	Citizen at Large

County Staff:

Tony Hooper	Deputy County Administrator
Michael Anderson	Airport Manager
Chrissy Kirby	Executive Assistant, County Administration
Michael C. DuBeau	Campbell and Paris Engineers
Kerr Chase	Campbell and Paris Engineers

Staff:

Stephen S. Roszel, Sr.	Essar Aviation
Ross Dillman	Essar Aviation

Absent:

Rick Gerhardt	Cedar Run District Representative
Charles M. Medvitz	Scott District Representative
Bob Newman	Airport Tenant/Owner

Visitors:

David Fields	Owner/Operator
Rich Dykes	Owner/Operator

2. Adoption of Agenda:

Dennis Hunsberger moved and Willis Risdon seconded a motion to adopt the August 1, 2005 meeting agenda. The motion carried unanimously.

3. Citizens' Time:

No one spoke.

4. Adoption of the Minutes:

Frank Rader moved and Arthur Nash seconded a motion to adopt the June 27, 2005 meeting minutes. The motion carried unanimously.

5. Update from Airport Manager:

Mike Anderson reviewed the following Airport Manager's Report:

Airport Operations

- One NOTAM in effect. "Runway 14 PAPI out of service." Parts sent to manufacturer for warranty repair.
- The hangar wait list is currently at 16 individuals who have paid a deposit.

Airport Maintenance and Projects

- Hangar E-4 roof replacement is 50% complete. Should be completed during the week of August 1, 2005.
- The runway lighting spare parts list has been completed (attached) and two bids have been received for the purchase of these items. The bids came in at \$2,553.89 and \$2,530.89. State assistance at the rate of 50% will be applied for on this purchase.
- A temporary parking area is being placed at the edge of the new south ramp utilizing excess materials from the ramp expansion project. This will offer tenants an alternative to leaving vehicles on the ramp while out in their aircraft.
- All construction work on the sewer system has been completed. The engineer and contractor have yet to supply "as built" and certifications in order to acquire an operating permit. I have been in contact with Ross Industries and Blue Ridge Concrete to advise them of imminent availability of service.
- Chrissy and I attended a mandatory security workshop sponsored by the State and TSA on July 11, 2005. This was a program outlining the model security program the State will be requiring of all State funded airports.

Airport Promotional Activities

- Ross Dillman has finished the schedule for the flying activities for the Grand Opening. It is attached.
- Frank Starapoli, the Chief Flight Instructor, sponsored a safety seminar conducted by the FAA featuring the understanding of airspace requirements on Saturday, July 30, 2005 in the maintenance hangar. Pilot turnout was excellent and Frank's efforts were greatly appreciated.

6. Update from FBO:

Steve Roszel, Sr. informed the Committee that the Flight School had 236 hours of instruction and had enrolled four (4) new students.

Mr. Roszel indicated that fuel sales were as follows:

8800 gallons	June 2005 (100LL)
7742 gallons	July 2005 (100LL)
323.7 gallons	July 2005 (Jet A)

Mr. Roszel stated there may be two (2) hot air balloons providing static displays at the Grand Opening. Additionally, Mr. Roszel was following up on the possibility of having a “fly by” by F16’s.

Ross Dillman reviewed the proposed schedule of Air Show events for the Grand Opening. Mr. Dillman indicated that the Air Show would include three (3) acts utilizing approximately two (2) hours of time. Mr. Dillman stated the Airport would have waived air space between the hours of 12:00 p.m. and 3:00 p.m.

Mr. Dillman reported that the Jet A fuel farm was under construction with approximately sixty (60) days until completion.

7. Update from Campbell and Paris Engineers:

Mike DuBeau presented the following updates to the Committee:

- Runway Project – Schedule 2:
 - Noted difficulties with grass growing in specific areas
 - Met with JMSWCD – pond can not be removed until grass has grown
 - Resolution is expected within the next couple of weeks
 - Final walk through will be scheduled in the near future
- Runway Project – Schedule 3:
 - IIIA & IIIB are being completed simultaneously
 - IIIB is currently three (3) weeks behind schedule
 - IIIA is currently one (1) week behind schedule
 - The delays are due to fabrication of specific materials necessary for completion
 - Target date of August 19th for the arrival of materials
 - Areas destroyed by construction traffic will be milled and repaired this week
 - Barricades will remain in place until construction is complete
- T-Hangar 3 Project:
 - Site was released to contractor approximately three (3) weeks ago
 - Upon completion of the slab by contractor, GEI will begin completion of the site work

8. Update from Tony Hooper:

Tony Hooper reviewed the proposed Maintenance Fee formula shown below:

Aircraft Gross Weight x \$0.24 x Multiplier (from below chart) = Maintenance Fee

<u>Aircraft Age</u>	<u>Multiplier</u>
0-15 years	1.0
16-23 years	.8
24-31 years	.6
32-39 years	.4
40-47 years	.3
>48 years	.2

(Example: 2200 gross weight x \$0.24 = 550.00 x .2 (multiplier) = \$110.00 Annual Maintenance Fee)

LARGE AIRCRAFT

The following chart will be used to assess the Maintenance Fee for aircraft with a published Gross Takeoff Weight of 12,500 pounds and greater.

12,500 pounds – 19,999 pounds	\$1400
20,000 pounds – 40,000 pounds	\$1800
Greater than 40,000 pounds	\$2000

Large aircraft then apply the multiplier above for aircraft age to determine user fee.

Willis Risdon made a motion to adopt the proposed Maintenance Fee Formula and recommends submission to the Fauquier County Board of Supervisors. Dennis Hunsberger seconded the motion. The motion passed unanimously to forward Maintenance Fee recommendation to the BOS.

Mr. Hooper will have the County Attorney review proposal prior to forwarding to the Board of Supervisors.

Mr. Hooper presented the Terminal Feasibility Study to the Committee. Discussions regarding the study will take place at the September 26, 2005 Airport Committee meeting.

Mr. Hooper updated the Committee on the Humphrey Land Acquisition project. Mr. Hooper indicated that negotiations have taken place and an offer of \$800,000 has been accepted by the Humphrey Family. The Federal Aviation Administration has approved proposed agreement. In August 2005, the recommendation for purchase of the property will be forwarded to the Board of Supervisors.

Mr. Hooper advised the Committee that negotiations are still in progress for the following properties:

- Durham
- Morris
- Krause

Jim Van Luven requested an updated from Mr. Hooper on the Agricultural RFP. Mr. Anderson indicated that the RFP would be re-released in the fall.

Mr. Hooper advised the Committee that the contract for T-Hangar 4 has been forwarded to the Board of Supervisors for approval at their August 2005 meeting.

9. Update Grand Opening:

Mike Anderson advised the Committee that preparations for the Grand Opening are progressing well. Moderate attendance is expected for the event. The Grand Opening will be advertised through the local newspapers and businesses. Warrenton-Fauquier Aviation has contracted for the design of the poster.

10. Roundtable:

Mr. Van Luven requested that a Finance/Operations subcommittee meeting be scheduled as soon as possible.

Mr. Roszel commented on the Terminal Feasibility Study. Mr. Hooper requested that all comments and suggestions regarding the proposed Terminal Building be submitted prior to the September 26, 2005 Airport Committee meeting.

Mr. Hooper advised the Committee that Mike Anderson will be attending the Annual VDOA conference in Virginia Beach.

Mr. Van Luven opened discussions regarding the replacement of the Airport Entrance sign. After brief discussions, Willis Risdon made a motion to have David Fields proceed with the design and installation of the Entrance Sign. Dennis Hunsberger seconded the motion. The motion passed unanimously.

With no further business Willis Risdon moved and Dennis Hunsberger seconded to adjourn the meeting. Motion passed unanimously. The meeting was adjourned at 6:40 p.m.

The next meeting of the Airport Committee will be September 26, 2005.